file. Any shipment not received at (or offered for delivery to) the POE by the end of a specified period following the ETA is also reported to the clearance authority. The late or nonreceipt is reported as follows:

Type of shipment	Report if not received within
Air shipments documented for Expedited Handling	One day following ETA
All other air shipments	Five days following ETA
All water shipments	15 days following ETA

(6) Questionable, erroneous, or missing TACs. *

(a) When the TAC for a shipment unit is questionable, * erroneous, or missing, the POE notifies the appropriate sponsoring Service/ Agency representative of the error in accordance with local procedures. The sponsoring Service/Agency is determined by the first position of the TAC for personal property and unit move shipments or the first position of the consignee DoDAAC for all other shipments.

(b) Corrections are provided by the sponsoring Service/ * Agency representative within 5 working" days of notification. A nonsignificant TAC (_000) is assigned in accordance with DoD 4500.32-R, Volume 11. For Navy sponsored shipments, a nonsignificant TAC is only assigned in accordance with DoD 4500.32-R, Volume II, chapter 7, paragraph A. 1.8.(3) (page 7-A-4).

b. Planning for loading

(1) Receipt information and, at WOES, advance TCMD data are used for planning the loads to be lifted from POEs. In general, shipments are processed on a first-in, first-out basis within the assigned transportation priorities. Priorities may be commingled and processed according to the higher (lower numbered) priority in order to fill a unit load (e.g., pallet, module, conveyance).

(2) The load planning process is designed to make the most efficient use of space consistent with the safe operation of aircraft and vessels. Preload planning minimizes ground or onberth time. For both air and water, planning considers the capabilities of the conveyance, the weight and dimensions (configuration) of the individual pieces, the perishability of the cargo, and the compatibility of shipments.

(3) The port makes the necessary plans in coordination with the clearance authority/booking office and the carrier.

(a) Air terminals work with the MAC, the ACAS, and the aircraft crew to ensure planning is complete prior to loading.

(b) Water terminal's work with MSC, the booking office/ clearance authority, and the representatives (including crew) of the vessel operator. Planning, called prestowage planning, is done for all breakbulk ships whether they are MSC controlled or arranged.

1 The Military activity responsible for the water terminal prepares the prestowage plan when MSC controlled shipping is used. When cargo is to be loaded on a MSC arranged commercial ship, the booking office/OCCA coordinates the preparation and implementation of prestowage plans with the commercial operator. MSC representatives resolve *any* problems which may arise between the booking office/clearance authority and the commercial operator in preparation of the plans.

2 The ocean terminal or booking office provides the carrier with berth space planning information at least 72 hours (excluding Sundays and holidays) before the ship's onberth date." The planning information provided also includes the specific location, dimensions, and total cube of the available stowage space as provided by the vessel operator. In turn, the commercial operator confirms the hour/day the ship will be available for loading.

c. Loading the shipment. Both aircraft and vessels are loaded according to standard practice for the type of conveyance. To assist i'n maintaining shipment integrity, multiple piece shipment units are stowed together, i.e., block stowed, when reasonably possible. Any split stowage necessary is documented by use of the TCN split shipment codes as detailed in appendix C, paragraph 11.

d. Preparing shipping documentation

(1) After loading, a final plan showing the location of cargo on the aircraft or ship is prepared.

(a) For air shipments, a load/sequence breakdown worksheet is prepared by the aircraft load planner. The worksheet is used to document the location of cargo/mail/passengers aboard the aircraft and as a "support-ive document for preparing the DD Form 365-4, Weight and Balance Clearance Form F, or civilian equivalent.

(b) For water shipments, the cargo stowage plan is prepared by the military water terminal operator for breakbulk vessels. Cargo stowage plans need not be prepared by the military when cargo is loaded and discharged at commercial terminals and transported under MSC Shipping Contract/Shipping Agreement/Container Agreement, berth term tariff, berth term reduced rates, or TGBL SEAVAN arrangements. On a LASH/SEABEE vessel, the last four digits of the barge number are considered a stow location and no internal stowage. plans are-required for cargo in the barge.

1 The cargo stowage plan (similar to the illustration in figure 3-C-1) includes:

a A graphic representation of the cargo on board by tonnage (LT and MT)," location, and WPOD. Cargo stowed in lower holds is shown in side view while that stowed on deck and between decks is shown in top view.

b A summary by hatch location of cargo to be discharged at each port.

c A summary and location of heavy lifts.

d The capacity and location of the ship's booms.

e Vessel characteristics.

f Remarks on special items of cargo such as the location and quantity of mail, cargo of unusual value, protected cargo, etc.

2 The plan is used for loading and discharge at each subsequent port. It is a cumulative plan and shows all cargo on board regardless of loading port. When vessels load *or* discharge at more than one port on a voyage, each terminal prepares and distributes the required number of

Vehicles. wheeled or tracked, unboxed	
10,000 pounds or less per unit	Note 7.
Exceeding 10,000 per unit	Note 7.
Aircraft. unboxed	990-999

(12) Leave blank.

(13) Enter the TACS for each commodity category to be summarized. For each category, a TAC is listed no more than twice, once for under deck cargo stowage and once for cargo stowed on deck.

(14) Enter 'X" on the same-line as the TAC for any *cargo* stowed on deck.

(15) Enter the number of pieces of mail or POVs that *are* summarized for that TAC. For all other cargo, leave blank.

(16) Leave blank.

(17) Enter the number of measurement tons rounded to the nearest whole number for each TAC entry.

Note 7. Includes vehicles with commodity codes 813, 816, 829, 864, 867, 870, 873, 876, 879, 882, 885, 891, and 894 summarized into the two weight groups shown to support MSC's revenue/lift reports

Figure 3-C-6 (cont.)

Cargo Traffic Message
Data Entries

BREAKBULK CTM

FROM: PREPARING ACTIVITY
TO: RECEIVING ACTIVITY AND OTHER ADDRESSEES AS REQUIRED

UNCLASSIFIED

SUBJECT: CARGO TRAFFIC MESSAGE
1. USNS COMET/A-1893/1 1/KCMV/C4
2. DEPARTED BAYONNE NJ 160940Z MAY FOR ANTWERP ETA 24 MAY. SUBSEQUENT PORT ROTTERDAM.
3. SELF-SUSTAINING. MANIFEST FORWARDED SEARATELY VIA AUTODIN.
4. TOTAL CARGO LOADED 327 M.T. 2720 CU.M. (322 L/T, 2453 M/T)
5. TOTAL CARGO LOADED FOR ANTWERP 222 M.T. 1601 CU.M. (218 L/T, 1413 M/T)

LOC	MIL SVC/CNSNE	NO. VEH	M.T.	CU.M.	(L/T	M/T)
1UD	AR TRAK VEH	10	55	489	(54	432)
1UD	AR WHLD VEH	9	53	460	(52	3931
2UD	AR WHLD VEH	20	83	818	(82	7221
2LH	AP WHLD VEH	4	12	109	(11	96)
3LH	AR GENERAL		27	75	(26	66)
4TD	NAV GENERAL		32	88	(3s	78)
4LH	AR AMMO UN CLASS 1.2, H, NEQ 4 KG UN CLASS 1.3, H, NEQ 2 KG		9	13	(8	11)
5LH	AP AMMO UN CLASS 1.2, J, NEQ 3 KG UN CLASS 1.3, J, NEQ 5 KG		7	9	(6	8)

HEAVY LIFT EXCEEDING 911P BOOM

6UD	AR GENERAL 6 PCS	138	391	(136	345)

CLASSIFIED

7SL	TCN W25417349012450XX GENERAL 5 PCS				
6. TOTAL CARGO LOADED FOR ROTTERDAM		106	1040	(104	918)
2UD	AP TRAK VEH	13	54	530	[53	468)
3UD	AR WHLD VEH	25	52	510	(51 | 450)

SEAVAN CTM

FROM: PREPARING ACTIVITY
TO: RECEIVING ACTIVITY AND OTHER ADDRESSEES AS REQUIRED

UNCLASSIFIED

SUBJECT: CARGO TRAFFIC MESSAGE

1. SS AMERICAN Ut2XiUA-1899AAMCZJWC4

2. DEPARTED CHARLESTON SC 250630Z MAY FOR BREMERHAVEN ETA 2 JUNE. SUBSEQUENT PORT ROTTERDAM.

3. NON-SELF-SUSTAINING. MANIFEST FORWARDED SEPARATELY VIA AUTODIN. CARGO FOR TRANSSHIPMENT AT BREMERHAVEN.

4. TOTAL CARGO LOADED 354 SEAVANS 5484 M.T. 14802 CU.M. (5398 L/T, 13065 M/T)

5. TOTAL CARGO LOADED FOR BREMERHAVEN 3229 M.T. 8$37 CU.M. (3178 L/T, 7447 M/T)

55 REEFER SEAVANS ARMY 889 M.T. 2508 CU. M. (875 L/T, 2a 4 M/T)
46 REEFER SEAVANS AIR FORCE 722 M.T. 2038 CU.M. (711 L/T, 1799 M/T)
30 SEAVANS ARMY GENERAL 457 M.T. 1250 CU.M. (450 L/T, 1139 H/T)
41 SEAVANS NAVY GENERAL 662 M.T. 1869 CU.N. (652 L/T, 1650 M/T)
12 AMMO SEAVANS ARMY 221 M.T. 341 CU.M. (218 L/T, 301 M/T)
UN CLASS 1.1, D, NEQ 786 KG
UN CLASS 1.1, E, NEQ 1312 KG
UN CLASS 1.2, E, NEQ 984 KG
UN CLASS 1.4, S, NEQ 769 KG
15 AMMO SEAVANS AIR FORCE 276 M.T. 426 CU.M. (272 L/T, 376 M/T)
UN CUSS 1.2, J, NEQ 15S2 KG
UN CLASS 1.3, J, NEQ 843 KG

6. TOTAL CARGO LOADED FOR ROTTERDAM 1654 M.T. 4666 CU.M. (1628 L/T, 4218 H/T)

36 REEFER SEAVANS ARMY 532 M.T. 1762 CU.M. (524 L/T> 1325 M/T)
61 SEAVANS AIR FORCE GENERAL 1122 M.T. 3164 CU.M. (1104 L/T, 2793 M/T)

7. CARGO FOR TRANSSHIPMENT AT BREMERHAVEN TO ESBJERG VIA TBN FOR ACCOUNT OF CARRIER.

12 REEFER SEAVANS AIR FORCE 194 M.T. 547 CU.M. (1?1 L/T, 483 M/T)
26 SEAVANS ARMY GENERAL 407 M.T. 1132 CU.M. (401 L/T, 1027 M/T)

LASH/SEABEE

FROM: PREPARING ACTIVITY

TO: RECEIVING ACTIVITY AND OTHER ADDRESSEES AS REQUIRED

UNCLASSIFIED:

SUBJECT: CARGO TRAFFIC MESSAGE

1. SS DOCTOR LYKES / A-1897 / W / KHNB / SEABEE.
2. DEPARTED GALVESTON TX 201645Z MAY FOR ROTTERDAM ETA 29 MAY.
3. NON-SELP-SUSTAINING. MANIPEST PORWARDED SEPARATELY VLA AUTODIN.
4. TOTAL CARGO LOADED 91 M. T., 207 CU.M. (SO L/T, 183 M/T).
5. FOR MANNHEIM VIA ROTTERDAM (TOWED) 91 M.T., 207 CU.M. (90 L/T, 183 M/T) .
BARGE NO. 0006 ARTRAKVEH (25) 89 M.T. 197 CU.M. (88 L/T, 174 M/T)
BARGE NO. 0006 AR GENERAL 2 M.T. 10 CU.M. (2 L/T, 9 M/T)

Figure 3-C-7

Explanation of Codes for Ocean Cargo Manifest Distribution

a. Method of distribution

Code	Meaning
E	Electrically transmitted message.
H	Hand delivery.
M	Regular mail.
V	On the ship carrying the cargo.
X	By fastest available means following vessel departure.

b. Remarks

A Vessel papers may be substituted.

B When prepared manually, the loading port distributes advance hard copy manifest data. When manifest data are transceiver, the receiver distributes advance hard copy manifest data. For CONUS loadings MTMC distributes hard copy in addition to transceiver manifest data to the overseas Army and Navy activities listed below. Any changes in hard copy requirements will be referred to MTMC.

Army WPOD	Navy WPOD
Bangkok, Thailand	NAVSTA Roosevelt Roads. P.R.
Sattahip, Thailand	NSA Naples, Italy
Vayama, Thailand	NAVSTA Argentia, Newfoundland (hard copy only)
Manila, P.I.	NAVSTA Guantanamo Bay, Cuba (hard copy only)
Inchon, Korea	
Chinhae, Korea	
Pusan, Korea	

C For WPODs or Agencies listed below, forward by distribution method X, the number of copies indicated.

Chief, MILTAG, Indonesia - 15 copies
JUSMAG, Thailand - 15 copies
MTMC UK Terminal - 3 copies
MAG or Mission in Turkey - 6 copies of recapitulation
- 2 copies of the. stow plan

C For all shipments destined to PODS JF_ (Germany), JG_ (Netherlands), JH_ (Belgium), and JM_ (Rhine), forward one additional manifest and cargo traffic message via AUTODIN to HQ, 4th TRANSCOM, Oberursel, Germany//AEUTR-MOV//; AUTODIN RIC RUFTACC, content indicator code DKAZ for ocean manifest; RIC RUFTACA for cargo traffic message.

Figure 3-C-9b

C	For all shipments destined to PODS in Turkey, forward 12 copies of the ocean cargo manifest by *air* mail to the responsible Turkish WCA. Also forward a copy of the manifest by, AUTODIN to TUSLOG DET 10 INCIRLIK INSTL TURKY//LGT/ADP//. On all Atlantic, Gulf, or European sailings, manifests will be dispatched NLT 72 hours after vessel departure from last WPOD.
C	For all Navy sponsored FMS shipments of arms, ammunition, and explosives, and RUS of inert component parts, send one copy of the manifest to the U.S. Navy International Logistics Control Office, Code 252, 700 Robbins Ave., Philadelphia, PA 19111-5000.
C	*For cargo consigned* to JUSMAG Spain/U.S. Navy resident Officer-in-Charge of Construction, forward one copy by air mail to OINCC, Contracts, Naval Facility Engineering Command, Spain.
C	For all export shipments of Navy ammunition containing N, M, P, R, V, or Z as the first digit of the TCN, forward one copy of the manifest to the Ships Parts Control Center, Code 8534
*	P.O. Box 2020, Mechanicsburg, PA 17055-0788.
C	For shipments of Army ammunition to Pacific WPODs, forward one copy of the manifest via AUTODIN to Central Ammunition Management Office - Pacific, Attn: SARCA-OP, Ft Shafter, HI. AUTODIN RIC RUHHHMK.
C	For shipments of all ammunition to central European and UK area WPODs, forward a copy of the manifest by AUTODIN to CDR 200TH TAMMC ZWEIBRUECKEN GERMANY//AEAGD-MMC-VP//. AUTODIN RIC RUFTFDA.
C	For *all* shipments destined to Korea, forward a copy of the manifest by AUTODIN to 25th Transportation Group, Korea. AUTODIN RIC RUAGDPA.
D	Send one copy to MTMC Field Office - Pacific (for PACOM loading and discharge) .
D	Send one copy to MSC Office Honolulu for cargo destined to consignees in CINCPAC area,
D	For shipments of Army ammunition to Pacific area WPODs, forward a COPY of the CTM via AUTODIN to Central Ammunition Management Office - Pacific, Ft Shafter, HI//SARCA-OP//. AUTODIN RIC RUHHHMK
D	For. shipments of Navy ammunition to Pacific area WPODs, forward one copy by AUTODIN to COMSERVPAC.
E	MAAG copy for shipments to Taipei not required.

Figure 3-C-9b (cont.)

F AUTODIN RIC RUKGMSX and content indicator code DKAZ is used to provide COMSC with ocean cargo manifest data. MTMCEA and MTMCWA transceiver manifest data to COMSC via AUTODIN. Activities without AUTODIN capability forward hard copy manifests to MSC Area Commands, but not to COMSC Headquarters. *

G Provide five copies of the manifest to Masters of USNS and time charter vessels (terms of carriage codes 1 or 8) loading cargo overseas for discharge in CONUS.

H This distribution is made only if the vessel's remaining itinerary calls for it to call at a MTMC CONUS terminal. Distribution is made to the responsible MTMC OCCA. Mailing addresses are:

HQ MTMC Eastern Area
Attn: MTE-ITEB
Military Ocean Terminal
Bayonne, NJ 07002-5000

HQ MTMC Western Area
Attn: MTW-ITX
Oakland Army Base
Oakland, CA 94626-5000

I For hazardous cargo shipments on MSC controlled ships to WPODs: H__(British Isles), J__(Northern Europe), K__(Western Mediterranean), and L__(Eastern Mediterrean), forward one copy of the complete hazardous cargo portion of the ocean cargo manifest to facilitate overseas port clearance of controlled vessels.

J Forward one copy of the manifest via AUTODIN, Overseas manifesting activities that do not have access to ADP/AUTODIN support should mail a hard copy of the manifest to Commander, AMCCOM, Attn: DRSAR-TM, Rock Island, IL 61299-5000.

K Forward manifest data to Marine Corps Logistics Base, Albany, GA, using AUTODIN RIC: RUCLWAA, content indicator code AKAA. If manifests are normally prepared manually, mail a copy of the Marine Corps section as soon as possible.

L When cargo manifest documents cannot be sent to CONUS WPODs by AUTODIN or other electronic means, use appropriate mailing address from the following list:

Port	Mailing address
1B1 - 1D6	Commander Portsmouth Naval Shipyard Portsmouth, NH 03804-5000
1 ED	Commanding Officer Naval Air Station Quonset Point, RI, 02819-5000

Figure 3-C-9b (cont.)

All ports beginning with 1E_, except 1ED and 1EF	Commanding Officer Naval Construction Battalion Center Davisville, RI 02854-5000
1 EF	Commanding Officer Naval Supply Depot Newport, RI 02840-5000
1 G5	Commanding Officer Naval Ammunition Depot, Earle Colts Neck, NJ 07722-5000
All ports beginning with 1F, 1G, lH, 1J, 1K, 1S, lT, 1U, 1V, and lW, except 1G5	Commander Military Ocean Terminal, Bayonne MTMC Eastern Area Bayonne, NJ 07002-5000
1L1, 1LA, 1L2, 1L3	Commanding Officer Baltimore Outport MTMC Eastern Area . Dundalk Marine Terminal Baltimore, MD 21222-5000
All ports beginning with 1M	Freight Terminal Officer Attn: Code 402 Naval Supply Center Norfolk, VA 23512-5000
1N1 through 1N4	Commanding Officer Military Ocean Terminal, Sunny Point MTMC Eastern Area Southport, NC 28461-5000
All ports beginning with 1P, IQ, and 1R, except 1R1, 1R2, 1R3, 1R4, and 1RB	Commanding Officer Charleston Outport MTMC Eastern Area North Charleston, SC 29406-5000
1R1, 1R2, 1R3, 1R4, and lRB	Commander MTMCEA Cape Canaveral Outport Patrick AFB, FL 32905-5000
2A1 through 2A5, 2B2, 2B4, 2C1, 2C2, 2D1 through 2DA, and 2G1 through 2G3	Commanding Officer Gulf Outport MTMC Eastern Area New Orleans, LA 70140-500'0

3-C-9b (cont.)